## WHITEFORD TOWNSHIP

MONROE COUNTY

STATE OF MICHIGAN

FINANCIAL STATEMENTS AND AUDITORS' REPORT

Fiscal Year Ended June 30, 2005

# Michigan Deptartment of Treasury 496 (2-04) Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.			
Local Government Type ☐ City ☐ Township ☐ VIIIage ☐ Other ☐ WHITEFORD TOW	INSHIP	County	ONROE
Audit Date 6/30/2005 Opinion Date 10/21/2005 Date Accountant Report St	ubmitted to State:		
We have audited the financial statements of this local unit of government and rende accordance with the Statements of the Governmental Accounting Standards Boar Financial Statements for Counties and Local Units of Government in Michigan by the Me We affirm that:	rd (GASB) and t	the Uniform	Poporting Format
1. We have complied with the Bulletin for the Audits of Local Units of Government in	Michigan as revis	sed.	
2. We are certified public accountants registered to practice in Michigan.			
We further affirm the following. "Yes" responses have been disclosed in the financial scomments and recommendations	tatements, includ	ing the notes	, or in the report of
You must check the applicable box for each item below.			
Yes X No 1. Certain component units/funds/agencies of the local unit are e	excluded from the	financial sta	atements.
Yes X No 2. There are accumulated deficits in one or more of this unit's 275 of 1980).	unreserved fund	balances/ref	tained earnings (P.A
Yes X No 3. There are instances of non-compliance with the Uniform A amended).	accounting and B	udgeting Act	(P.A. 2 of 1968, a
Yes No 4. The local unit has violated the conditions of either an ord requirements, or an order issued under the Emergency Munic	ler issued under ipal Loan Act.	the Municipa	al Finance Act or it
Yes No 5. The local unit holds deposits/investments which do not com as amended [MCL 129.91], or P.A. 55 of 1982, as amended [I	nply with statutory MCL 38.1132]).	/ requiremen	ts. (P.A. 20 of 1943
Yes No 6. The local unit has been delinquent in distributing tax revenues	that were collect	ed for anothe	er taxing unit.
The local unit has violated the Constitutional requirement (A pension benefits (normal costs) in the current year. If the place credits are more than the normal cost requirement, no contribution	an is more than 1	100% funded	and the overfunding
Yes X No 8. The local unit uses credit cards and has not adopted an a (MCL 129.241).			
Yes X No 9. The local unit has not adopted an investment policy as require	ed by P.A. 196 of	1997 (MCL 1:	29.95).
We have enclosed the following:	Enclosed	To Be Forwarde	
The letter of comments and recommendations.	X	Torwarde	ed Required
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X
Certified Public Accountant (Firm Name)  David W. Walters P.C., CPA			
116 West Adrian Street  Street Address  Blissfield, Michigan 49238  City  38-3638135		State	ZIP
Accountant Signature CDA Wallan CDA	,	Date	

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Board of Trustees Whiteford Township Monroe County, Michigan

We have audited the financial statements of Whiteford Township, as of and for the year ended June 30, 2005, as listed in the table of contents. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the Township prepares its financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Michigan, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the cash and unencumbered cash balances of Whiteford Township, as of June 30, 2005 and the revenues received and expenditures paid for the year then ended on the basis of accounting described in Note 1.

This report is intended solely for the information and use of the governing body and management of Whiteford Township and for filing with the State of Michigan. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

David W. Walters, PC

October 21, 2005

## Whiteford Township Combined Balance Sheet - All Fund Types and Account Groups June 30, 2005

			Governmental Fund Types	
		General	Special Assessment	Debt Services
Assets				
Cash in bank Due from other funds Land Building Equipment	\$	68,812 412,566	502	509,630
Vehicles Amount to be provided for retirement of general long-term debt Deferred interest				
Total Assets	\$ :	481,378	502	509,630
Liabilities and Fund Balance				
Liabilities Notes and lease payable (Note 4) Due other funds Due other governmental agencies Deposits	\$	20,700		285,728
Restricted gifts	_			
Total Liabilities		20,700	-	285,728
Fund Balance Investment in general fixed assets Reserved			502	223,902
Unreserved:				·
Designated Undesignated	_	460,678	-	
Total Liabilities and Fund Balance	\$ =	481,378	502	509,630

		Fiduciary Fund Type		Account Groups	
Special Revenue	Building & Site	Trust and Agency	General <u>Fixed Asse</u> t:	General sLo <u>ng Term De</u> bt	(Memorandum Only)
130,049	168,000	50,374	189,849 1,423,988 451,822 838,301		926,865 413,068 189,849 1,423,988 451,822 838,301
130,049	168,000	50,374	2,903,960	791,452 35,615 827,067	791,452 35,615 5,070,960
123,503		3,837 46,537		827,067	827,067 413,068 46,537
6,546					20,700 6,546
130,049		50,374		827,067	1,313,918
			2,903,960		2,903,960 224,404
	168,000				0 628,678
130,049	168,000	50,374	2,903,960	827,067	5,070,960

# Whiteford Township Combined Statement of Revenue Received, Expenditures Paid and Changes in Fund Balance All Fund Types and Account Groups Year Ended June 30, 2005

	Governmental Fund Types			
	General	Special Assessment	Special Revenue	
Revenues Received	***************************************			
Taxes	\$ 175,792	2,072	339,071	
Licenses & permits	72,401			
State revenue sharing	304,318			
Interest and penalties	2,979		2,070	
Cemetery fees	26,300			
Services & other	56,472		50,370	
Sand & stone removal fees	116,993			
Collection fees	39,254			
Total revenues received	794,509	2,072	391,511	
Expenditures Paid				
General government	325,780			
Zoning and planning	4,224			
Health & welfare	78,486			
Recreation	35,172			
Cemetery	23,603			
Drains at large	3,923			
Road maintenance			224,728	
Public safety	56,599	2,072	38,606	
Legislative	26,602			
Debt service interest (Note 4)				
Principal retirement				
Total expenditures paid	554,389	2,072	263,334	
Excess Revenues (Expenditures)	240,120	0	128,177	
Other Financed Sources (Uses) Capital lease				
Transfers from other funds (Note 2 & 3)				
Transfers to other funds (Note 3)	(213,897)		(128, 177)	
Loss on sale of asset				
Excess of Revenues and Other Sources				
over/under Expenditures & Other Uses	26,223	0	0	
Fund Balance - July 1, 2004	434,455	502	0	
Fund Balance - June 30, 2005	\$ 460,678	502	0	

	·	Groups	Total
Debt Service	Building & Site	General Fixed Assets	(Memorandum Only)
			516,935
			72,401
2 222			304,318
3,333			8,382
			26,300
			106,842
			116,993 39,254
3,333			1,191,425
			1,191,423
			325,780
			4,224
			78,486
			35,172
			23,603
			3,923
			224,728
			97,277
			26,602
27,714			27,714
193,007			193,007
220,721			1,040,516
(217,388)			150,909
		271,492	271,492
268,627		73,447	342,074
			(342,074)
		(119,814)	(119,814)
51,239		225,125	302,587
172,663	168,000	2,678,835	3,454,455
223,902	168,000	2,903,960	3,757,042

# Whiteford Township Combined Statement of Revenues Received, Expenditures Paid and Changes in Fund Balances Budget and Actual - General and Special Revenue Funds Year Ended June 30, 2005

		General Fund			
		Budget	Actual	Variance Favorable (Unfavorable)	
Revenues Received					
Property taxes	\$	155,900	175,792	19,892	
Licenses and permits		43,900	72,401	28,501	
State revenue sharing		300,000	304,318	4,318	
Interest and penalties		3,000	2,979	(21)	
Cemetery fees		20,000	26,300	6,300	
Services and other		43,800	56,472	12,672	
Sand & stone removal		95,000	116,993	21,993	
Collection fees	-	45,000	39,254	(5,746)	
Total Revenues Received	\$_	706,600	794,509	87,909	

Sp	pecial Revenu	ie Funds		tirement	
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
316,000	339,071	23,071			
	2,070	2,070		3,333	3,333
	50,370	50,370			
316,000	391,511	75,511	0	3,333	3,333

#### Whiteford Township

# Combined Statement of Revenues Received, Expenditures Paid and Changes in Fund Balances Budget and Actual - General and Special Revenue Funds Year Ended June 30, 2005

		General Fund			
		Budget	Actual	Variance Favorable (Unfavorable)	
Total Revenues Received	\$	706,600	794,509	87,909	
Expenditures Paid					
Operating		84,000	83,599	401	
Supervisor		50,000	40,368	9,632	
Clerk		36,000	29,816	6,184	
Treasurer		46,000	36,696	9,304	
Board of Review		1,800	1,451	349	
Zoning and planning		4,300	4,224	76	
Legislative		29,000	26,602	2,398	
Assessing		150,000	134,952	15,048	
Professional		30,000	23,071	6,929	
Cemetery		23,700	23,603	97	
Building inspection		44,500	44,135	365	
Street lights		8,000	7,066	934	
Repairs & maintenance		4,000	3,110	890	
Drains at large		4,000	3,923	77	
Recreation		35,200	35,172	28	
Fire protection		75,000	35,714	39,286	
Law enforcement		30,000	20,887	9,113	
Road Maintenance			,	3,113	
Debt Service Principal					
Debt Service Interest	_				
Total expenditures paid	_	655,500	554,389	101,111	
Excess Revenues - (Expenditures)		51,100	240,120	189,020	
Transfers from other funds					
Transfers to other funds (Note 3)		(213,897)	(213,897)		
Excess Revenues and Other Sources over under Expenditures and Other Uses		(162,797)	26,223	189,020	
Fund Balance - July 1, 2004	-	434,455	434,455	0	
Fund Balance - June 30, 2005	\$ <b>_</b>	271,658	460,678	189,020	

S	pecial Revenu	e Funds		Debt Retire	ment
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
316,000	391,511	75,511	0	3,333	3,333
39,000	38,606	394			
439,300	224,728	214,572	195,000 28,000	193,007 27,714	1,993 286
478,300	263,334	214,966	223,000	220,721	2,279
(162,300)	128,177	290,477	(223,000)	(217,388)	5,612
			268,627	268,627	
(128,177)	(128,177)				
(290,477)	0	290,477	45,627	51,239	5,612
0	0	0	172,663	172,663	0
(290,477)	0	290,477	218,290	223,902	5,612

# Whiteford Township Combined Statement of Changes in Assets and Liabilities All Agency Funds Year Ended June 30, 2005

	Balance			Balance
	July 1, 200	4 Additions	Deductions	June 30, 2005
Assets				
Cash in bank	\$ 3,826	4,874,258	4,827,710	\$ 50,374
Liabilities				
Due - Other Funds	3,826	538,770	538,759	3,837
Due - County & State	0	2,369,666	2,323,129	46,537
Due - Schools	0	1,965,822	1,965,822	0
	\$ 3,826	4,874,258	4,827,710	\$ 50,374

#### Whiteford Township Notes to Financial Statements June 30, 2005

#### 1) Summary of Significant Accounting Policies

#### Basis of Accounting

The cash basis of accounting is followed by all funds.

#### Basis of Presentation: Fund Accounting

The accounts of Whiteford Township are organized on the basis of funds and account groups, each of which is a separate entity with its own self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. Resources are accounted for in individual funds based upon the purposes for which they are to be spent and the restrictions, if any, on the spending activities. Whiteford Township uses the following generic fund types in its activities.

#### Governmental Fund Types

#### General Fund

The general operating fund of the Township accounts for all financial resources that are not required to be accounted for in the specific revenue funds.

#### Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

#### Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt including principal, interest and related costs.

#### Building & Site Funds

The Building & Site Fund is used to account for financial resources designated for future property acquisitions.

#### Whiteford Township Notes to Financial Statements (Continued) June 30, 2005

#### Fiduciary Fund Type

#### Trust and Agency Funds

Trust and Agency Funds are used to account for assets held by the Township in a trustee capacity or as an agent for other funds and/or other governments. These include Expendable Trust and Agency Funds. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

#### General Fixed Assets

General fixed assets purchased are recorded as expenditures in the (applicable fund) at time of purchase. Such assets are capitalized at cost or estimated cost in the general fixed assets group of accounts except for certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems.

No depreciation has been provided on general fixed assets.

#### General Long-Term Debt Account Group

The General Long-Term Debt Account Group is used to account for long-term liabilities to be financed from government funds.

#### Cash Deposits

At June 30, 2005 the carrying amount of the Township's cash deposits were \$ 926,865 all of which were in bank certificates of deposit and operating accounts. \$ 200,000 of these funds were covered by federal deposit insurance and Michigan law does not require collateralization of governmental deposits.

### Total Columns on Combined Statements - Overview

Total columns on the combined statements are captioned "memorandum only" to indicate that they are presented only to facilitate analysis. Data in these columns do not present financial position, results of operations or changes in cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

#### Whiteford Township Notes to Financial Statements (Continued) June 30, 2005

#### 2) Changes in Fixed Assets

The following is a summary of changes in the general fixed assets account group for the fiscal year:

	Balance 6/30/04	Additions	Deletions/ Retirements	Balance 6/30/2005
Land Building Equipment Vehicles	\$ 189,849 1,423,988 401,575 663,423	50,247 296,492	121,614	\$ 189,849 1,423,988 451,822 838,301
Total General Fixed Asset	\$ 2,678,835	346,739	121,614	\$ 2,903,960
Additions to Fixed Asset From Gene	s:	\$ 25,000		

### 3) Interfund Receivables, Payables, and Operating Transfers

Individual fund interfund receivables and payables.

	Interfund Receivables		Interfund Payables	
General Fund Special Assessment	\$	412,566 502		
Special Revenue Fund Trust and Agency Fund	-		\$ 	409,231 3,837
	\$	413,068	\$	413,068

Total interfund net operating transfers for the fiscal year ended June 30, 2005 were as follows:

	Transfer In Transfer Out	
General Fund Special Revenue Fund - Road Fund/Fire Fund		\$ 213,897 128,177
Debt Retirement General Fixed Asset Account Group	\$ 268,627 73,447	,
	\$ 342,074	\$ 342,074

#### Whiteford Township Notes to Financial Statements (Continued) June 30, 2005

#### 4) Notes Payable & Commitment

The township has entered into \$ 522,912 of contracts for certain road improvements to be funded through a county road commission bonding. The township has contractually effectuated unsecured notes with the county road commission to pay interest semiannually and principal annually on these notes.

Fiscal		Interest
Year	Principal	Rate
Ending	Due	Per Annum
6/30/2006	65,000	3.00%
6/30/2007	65,000	3.25%
6/30/2008	65,000	3.38%
6/30/2009	65,000	3.63%
6/30/2010	65,000	3.88%
6/30/2011	65,000	4.00%
6/30/2012	65,000	4.00%
6/30/2013	64,640	4.00%
Total	519,640	

Finance Lease - dated September 28, 2004, \$271,492 original amount, annual installments of \$76,776.87 including interest at 5.12% per annum, due March 15, secured by 2004 American LaFrance Pumper Fire Truck.

Debt matures as follows: Deferred Interest Portion

March-06 March-07 March-08 March-09	59,530 67,719 70,613 73,630	17,247 9,058 6,164 3,146	
Total Lease Payments	271,492	35,615	
Total Notes/Lease Payable	791,452	827,067 with i	nterest

#### 5) Commitments & Subsequent Events

The township has entered into \$ 522,912 of future road and maintenace contracts. In August 2004 the township voters approved a 1 mil road maintenance & improvements levy and a 1 mil fire protection levy for the fiscal years through the year 2008. For the year 2005 of such levy, 1 mil raises approximately \$ 165,401. As stated in note 4 above, to provide additional funds for these commitments, the township has entered into \$ 650,000 of unsecured notes to the county road commission payable over ten years.

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH
LAWS AND REGULATIONS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

To the Board of Whiteford Township

We have audited the general purpose financial statements of Whiteford Township, as of and for the year ended June 30, 2005, and have issued our report thereon dated October 21, 2005.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to Whiteford Township, is the responsibility of the Township's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we performed tests of the Township's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests indicate that, with respect to the items tested, Whiteford Township complied, in all material respects, with the provisions referred to in the preceding paragraph. With respect to items not tested, nothing came to our attention that caused us to believe that the Township has not complied, in all material respects, with those provisions.

This report is intended for the information of the Township Board, management, and the Department of Treasury. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

David W. Walters, PC

Selvalla T.

October 21, 2005

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Board of Trustees Whiteford Township Monroe County, Michigan

We have audited the general purpose financial statements of Whiteford Township for the year ended June 30, 2005, and have issued our report thereon dated October 21, 2005.

We have conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

In planning and performing our audit of the general purpose financial statements of Whiteford Township, for the year ended June 30, 2005, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

The Township officials are responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

We noted that the tax collections were not always remitted to all of the respective agencies within the prescribed 10 business days after the first and fifteenth day of each month of collecting activity. These amounts not remitted timely were very small and were not an issue with the applicable agencies.

We did not find any other matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

A material weakness is a reportable condition in which the design or operation of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above.

In addition to the above comment concerning internal control we also have the following comment:

1. Cash deposited at one financial institution in excess of \$100,000 on demand deposits and \$100,000 in savings and C.D.'s will not be covered by FDIC insurance, therefore, additional or full coverage could be retained through investing Township funds in additional institutions.

This report is intended solely for the information and use of the Whiteford Township Board, management, and others within the administration. If any questions arise concerning our recommendations or the implementation thereof, we would be pleased to assist in what ever capacity you may require.

We sincerely thank the Whiteford Township officials for their excellent assistance and cooperation in the conduct of the audit. Thank you for the opportunity to provide these services to the Whiteford Township.

David W. Walters, PC

October 21, 2005